

Wm. J. Rhees

CONSTITUTION AND BY-LAWS

OF THE

FRANKLIN INSTITUTE

OF THE

STATE OF PENNSYLVANIA

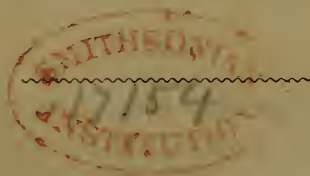
FOR THE

PROMOTION OF THE MECHANIC ARTS:

WITH THE

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ACT OF INCORPORATION.



PHILADELPHIA:

MERRIHEW & THOMPSON, PRINTERS,

No. 7 Carter's Alley.

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STATED MEETINGS.

The Institute, Monthly—3d Thursday evening.
Board of Managers, “ 3d Wednesday evening.

STANDING COMMITTEES.

On Instruction,	}	Monthly—2d Monday Evening.
“ Models,		
“ Arts and Manufactures,		
“ Meetings,		
“ Exhibitions,	}	“ 2d Tuesday Evening.
“ Meteorology,		
“ The Library,		
“ Publications,	}	“ 2d Wednesday Evening.
“ Minerals and Geological Specimens,		
“ Science and the Arts,		
		“ 2d Thursday evening.

TIMES OF MEETINGS.

THE INSTITUTE.—At 7 o'clock in November, December, January, and February—at 7½ o'clock in March, April, September, and October—and at 8 o'clock in May, June, July, and August.

BOARD OF MANAGERS.—At 8 o'clock in May, June, July, and August, and at 7½ o'clock the remainder of the year.

STANDING COMMITTEES.—At the same hours as the Board.

LIBRARY AND READING ROOM.

OPEN EVERY DAY, (Sunday's excepted) from 10 o'clock, A. M., to 10 o'clock, P. M.

LECTURES

Are delivered for 21 weeks, from the 1st Monday in November, as follows, viz :

On General Chemistry, every Monday evening.

On Mechanics and Natural Philosophy, every Wednesday evening.

On Chemistry applied to the Arts, every Friday evening.

DRAWING SCHOOL,

Open on Tuesday, Thursday and Saturday evenings, for 24 weeks, commencing on the 1st Tuesday of October, in each year. *Terms*—Five dollars per quarter. The pupils, under 21 years of age, are entitled to attend the Lectures of the Institute without any additional charge.

TERMS OF MEMBERSHIP,

THREE DOLLARS PER ANNUM, OR TWENTY-FIVE DOLLARS FOR LIFE. The annual contribution payable in advance, on the first of October. No member will be entitled to the use of the Lectures, the Library, or the Reading Room, until his annual contribution for the current year is paid. Minors, who are the sons, daughters, wards or apprentices of members who have paid their annual contribution for the current year, will be entitled to attend the Lectures of the Institute, on the payment of One Dollar. Ladies will be admitted for Two Dollars; and Gentlemen, who are not members, on the payment of Five Dollars.

AN ACT

To incorporate the Franklin Institute of the State of Pennsylvania for the Promotion of the Mechanic Arts.

SECTION 1. *Be it enacted by the Senate and House of Representatives of the Commonwealth of Pennsylvania in General Assembly met, and it is hereby enacted by the authority of the same,* That the subscribers to the association called the Franklin Institute of the State of Pennsylvania for the promotion of the Mechanic Arts, and all such persons as may hereafter be admitted members of the same, shall be, and they are hereby declared to be, a body politic and corporate, by the name and style of “ The Franklin Institute of the State of Pennsylvania for the Promotion of the Mechanic Arts,” to have perpetual succession, to sue and be sued, implead and be impleaded, in all courts of record or elsewhere, to use a common seal, and break, alter and renew the same at pleasure, and to take, hold, and enjoy lands, tenements, and hereditaments; *Provided*, that the yearly income of the real estates held by them shall not exceed two thousand dollars.

SECTION 2. *And be it further enacted by the authority aforesaid,* That the objects of the said corporation shall be the promotion and encouragement of manufactures and the mechanic and useful arts, by the establishment of popular lectures on the sciences con-

nected with them, by the formation of a cabinet of models and minerals, and a library, by offering premiums on all objects deemed worthy of encouragement, by examining all new inventions submitted to them, and by such other measures as they may judge expedient.

SECTION 3. *And be it further enacted by the authority aforesaid,* That the members of said corporation shall consist of manufacturers, mechanics, artisans, and persons friendly to the mechanic arts ; they shall pay such sum annually, or in gross, as shall be required by the by-laws of the said corporation for an annual, or life, subscription ; *Provided*, that nothing herein contained shall be construed to prevent the said corporation from electing honorary or corresponding members, who may be exempted from such payments and other duties of membership, in such manner and to such extent as may be prescribed by the by-laws of the said corporation.

SECTION 4. *And be it further enacted by the authority aforesaid,* That the officers of the said corporation shall be a president, two vice-presidents, a recording secretary, a corresponding secretary, a treasurer, and twenty-four managers, who shall, together, constitute a board of managers, of said corporation and such other officers as the said corporation shall deem needful ; two-thirds of the managers shall be manufacturers or mechanics ; the said officers shall be elected at an annual meeting of the said corporation, to be held on the third Thursday in January ; if an election shall not take place on that day, the corporation shall not for that cause be dissolved, but an

election shall be held as soon afterwards, as may be, and until such election the officers in place shall continue to act; public notice of all elections shall be given in such manner as may be prescribed by the by-laws of the said corporation; the present officers of the said association are hereby constituted the officers of the corporation hereby created; and shall continue to hold their respective offices till otherwise elected under the provisions of this act: *Provided always*, that the said corporation shall have power to increase the number of vice-presidents and managers hereinbefore mentioned, to such number as may be deemed advisable and convenient at a stated meeting of the said corporation, the same public notice of such intended alteration being previously given as may be required to be given of the election of officers of the said corporation.

SECTION 5. *And be it further enacted by the authority aforesaid*, That the duties and rights of the members of the said corporation, the powers and functions of the officers thereof hereinbefore mentioned, and of such others as may hereafter be added, the mode of supplying vacancies in office, the times of meeting of the said corporation, and of the board of managers, the numbers which shall constitute a quorum at any such meetings, the mode of electing members, the terms of their admission, the causes which shall justify their suspension or expulsion from the corporation, and all other concerns of the said corporation shall be regulated by the by-laws and ordinances of the said corporation hereafter to be made,

which the said corporation is hereby authorized and empowered to make and alter, in the manner which may be therein mentioned ; *Provided*, that the said by-laws or ordinances shall not be repugnant to, or inconsistent with, the constitution or laws of the United States or of this Commonwealth.

*Office of the Clerk of the Senate of the Commonwealth
of Pennsylvania, March 30th. 1824.*

I certify that the foregoing Bill passed both branches of the Legislature, and received the signature of the Governor on this day. As witness my hand the day and year above written.

(Signed)

JNO. DUPUY, *Clerk.*

CONSTITUTION.

I. *Title and Objects.*

The Society shall be known by the name of the
“FRANKLIN INSTITUTE OF THE STATE OF PENNSYLVANIA FOR THE PROMOTION OF THE MECHANIC ARTS.”

Its objects shall be the promotion and encouragement of Manufactures and the Mechanic and Useful Arts, by the establishment of Popular Lectures on the Sciences connected with them; by the formation of a Cabinet of Models and Minerals, and a Library; by offering Premiums on all objects deemed worthy of encouragement; by examining all new Inventions submitted to them; and by such other means as they may judge expedient.

II. *Members.*

1. The Members shall consist of Manufacturers, Mechanics, Artisans, and persons friendly to the Mechanic Arts.

2. Any person desirous of becoming a Member shall be proposed by two Members to the Institute, who shall vote, *viva voce*, on his application at the next stated meeting. The names of candidates nominated shall be suspended conspicuously in the Hall for one month before the election.

3. No person shall be entitled to the privilege of Membership until he shall have paid his first annual contribution, and signed the constitution.

4. Any member who shall have refused to pay his annual contribution for two successive years, shall, by a vote of the Institute, forfeit his membership; but he shall not thereby be exonerated from the payment of his arrears.

5. Honorary or Corresponding Members may be elected by the Board of Managers, who shall report such election at the next meeting of the Institute.

III. *Meetings.*

1. The Stated meetings of the Institute shall be held monthly.

2. Special meetings shall be called by order of the President, on application of the Board of Managers, or of twelve Members of the Institute. Fifteen members shall constitute a quorum.

IV. *Payments.*

1. Every Member shall pay an annual contribution of three dollars, which will entitle him to all the benefits of the Institution.

2. The payment of twenty-five dollars shall constitute a Member for life, with an exemption from all annual payments.

V. *Officers.*

The Officers shall be a President, two Vice-Presidents, a Recording Secretary, a Corresponding Sec-

retary, a Treasurer, twenty-four Managers, and three Auditors, to be chosen annually. Two-thirds of the Managers shall be Manufacturers or Mechanics.

VI. *Elections.*

The first Election for Officers shall be held on Monday, the 16th day of February, instant, and the subsequent annual Elections shall be held on the third Thursday in January; but if no Election shall take place at that Meeting, the Officers in existence shall continue until a new Election be held. No member shall be entitled to vote until all arrears shall have been paid.

VII. *President.*

It shall be the duty of the President, or, in his absence, of the senior Vice-President present, or, in their absence, of a President to be chosen pro tempore, to preside at the meetings of the Institute, preserve order therein, put all questions, and announce the decisions.

VIII. *Secretaries.*

1. It shall be the duty of the Recording Secretary to keep a record of the proceedings of all meetings of the Institute, and give notice of the stated and special meetings.

2. It shall be the duty of the Corresponding Secretary to answer all letters addressed to the Institute,

to open and maintain such correspondence as may tend to advance its interest, to keep a record thereof subject to the directions of the Institute, and to acknowledge donations to the Library and the Cabinets ; he shall notify their election to all honorary or corresponding Members.

IX. *Treasurer.*

It shall be the duty of the Treasurer to receive all moneys of the Institute, and deposit them, in the name of the Corporation, in such Institution as the Board of Managers may direct. He shall make no payments without written vouchers from the Board of Managers. He shall keep accurate accounts of the income and disbursements of the Institute ; exhibit an accurate statement of his receipts and payments at the stated meetings, and whenever called upon by the Board of Managers ; and give bond for the faithful performance of his trust.

X. *Board of Managers.*

1. All the Officers of the Society, except the Auditors, shall be Members of the Board, to whom shall be confided all matters of finance, and the various concerns of the Institute which may not be otherwise provided for, with authority to devise and execute all measures which may advance its interests, reporting the same to the next meeting of the Institute for their sanction.

2. They shall keep regular minutes of their proceedings, which shall be open at all times to the inspection of the Members of the Institute.

3. They shall, at the stated meetings of the Institute, present a detailed report of their proceedings.

4. They shall hold stated meetings once in each month. They shall elect their officers, and be at liberty to make by-laws for their own regulation. Seven of their number shall constitute a quorum.

5. They shall have power to fill vacancies in the Board from Members of the Institute.

XI. *Amendments.*

To alter or amend this Constitution, notice shall be given, stating the intended amendment, at any meeting of the Institute, and it shall be acted upon at the next or any subsequent stated meeting. Notice of proposed amendments shall be given by publication in two or more newspapers, and such publication be continued until they are finally disposed of. No amendment shall become a part of this Constitution unless approved by a vote of two-thirds of the Members present.

BY-LAWS.

I. *Auditors.*

It shall be the duty of the Auditors to examine the Treasurer's accounts; to compare them with the vouchers, and certify to their correctness.

II. *Meetings.*

The stated meetings of the Institute shall be held on the evening of the third Thursday in each month:—

At 7 o'clock, in November, December, January, and February.

At 7½ o'clock, in March, April, September, and October.

At 8 o'clock, in May, June, July, and August.

III. *Order of Business.*

- 1st. Reading the Minutes.
- 2nd. Reading the Correspondence.
- 3rd. Donations.
- 4th. Reports of Officers.
- 5th. Reports of Standing Committees.
- 6th. Reports of Select Committees.
- 7th. Deferred Business.
- 8th. Consideration of Reports.
- 9th. Resignations.
- 10th. Proposal of Candidates.
- 11th. Elections.
- 12th. New Business.
- 13th. Communications on subjects connected with Science and the Arts.

IV. *Committees.*

1st. There shall be the following Standing Committees, each to consist of ten members, to be appointed by the President and approved by the Institute, except the Committee on Science and the Arts, which shall be composed of such members as may voluntarily attach themselves thereto, pledging themselves in writing, to perform such duties as may be devolved upon them.

1st. On Science and the Arts.

2nd. On the Library.

3rd. On the Cabinet of Models.

4th. On the Cabinet of Minerals and Geological Specimens.

5th. On the Cabinet of Arts and Manufactures.

6th. On Exhibitions.

7th. On Meetings.

8th. Meteorology.

2nd. A Chairman for each of the said Committees shall be chosen by the Institute at the first stated meeting after the adoption of these laws ; and annually thereafter, by the said Committees, at their stated meeting in February.

3rd. There shall be a Committee on Publications, which shall consist of five Members, selected for their scientific and literary qualifications, from the Institute at large, by the Board of Managers. The said Committee shall have power to appoint Collaborators in the various departments of the Journal, who shall be governed by such rules as the said Committee may from time to time prescribe.

4th. The Standing Committees shall meet statedly once a month ; they shall keep regular minutes of their proceedings, and report at every stated meeting of the Institute. They shall be governed by such rules as may be prepared by them, and approved by the Institute.

5th. It shall be the duty of the Standing Committees to take cognizance of all matters connected with the department of the Institute committed to their charge. They shall have no power to expend money, except upon appropriations regularly made for their use. They shall report to the Board of Managers, or to the Institute, from time to time, what moneys they will require ; but no appropriation shall be made by the Institute until it has been referred to the Board of Managers, and report made thereon by them.

6th. Special Committees, unless otherwise ordered, shall be nominated by the Presiding Officer, and be approved by a vote of the Institute.

7th. All Special Committees must report to the Institute, in writing, at the stated meeting next succeeding their appointment ; otherwise they shall be considered discharged, unless they be continued.

8th. It shall be the duty of each Committee, previously to their being discharged, to present bills of all expenses incurred by them, attested by their Chairman.

9th. No bill shall be paid without having been first passed at a regular meeting of the Committee entrusted with the object for which the expense has been incurred, and its correctness certified by the

Chairman of the Committee, and afterwards examined by the Auditors.

V. *Members of the Institute.*

1st. The annual contributions of Members shall become due and payable on the first day of October of each year, in advance ; but all members who are elected subsequently to January shall pay in advance from the date of their election, at the rate of twenty-five cents per month, until the first day of October next ensuing. Every member, on receiving his diploma, shall pay to the Actuary one dollar therefor.

2nd. No resignation of membership shall be accepted until all dues shall have been paid.

3rd. A correct alphabetical list of all Members of the Institute shall be made by the Actuary, and suspended in the Hall, designating those Members who are in arrears.

VI. *Rules.*

1st. All resolutions proposed for the consideration of the Institute, must be presented to the Presiding Officer, in writing, signed by the mover, and be announced from the Chair before any observations are made thereon.

2nd. Any member rising to speak shall be announced by the Presiding Officer before proceeding.

3rd. The name of the mover of a resolution shall in all cases, be entered on the minutes.

4th. No Member shall be permitted to speak more than twice on any subject, except the mover of the resolution under discussion, or the Chairman of the

Committee whose report is under consideration, who shall have the privilege of closing the debate.

5th. The yeas and nays shall be called upon the request of five Members ; and to this end, at every meeting, each Member, as he enters the room, shall report his name to the Actuary or Janitor, to be recorded.

6th. Any resolution offered, the subject of which does not pertain to the object of the Institute as set forth in the Constitution, shall be declared out of order by the Chair. Appeals from his decision upon this section shall lay over one month, and be sustained by a vote of two-thirds of the Members present.

7th. At the stated meeting next preceding the election, nominations for all the officers to be voted for shall be made, and the names of those nominees, who do not decline, shall be placed conspicuously in the Hall of the Institute for the inspection of the Members.

VII. *Amendments.*

Propositions to alter or amend these laws shall be presented in writing. They may be considered when presented ; but they shall not be adopted until they are agreed to by two-thirds of the Members present at the next, or some subsequent stated meeting. Notice of proposed amendments shall be given by publication in two or more newspapers, and such publication be continued until they are finally disposed of.

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ADOPTED BY

THE BOARD OF MANAGERS

FOR THEIR GOVERNMENT.

ARTICLE 1. *Officers.*

The officers of the Board shall be a Chairman, an Actuary, and two Curators.

ARTICLE 2. *Chairman.*

The Chairman shall preside at the meetings of the Board ; he shall sign all orders upon the Treasurer of the Institute, when the accounts shall have been passed by the Board : and shall call special meetings whenever he shall receive a written request, signed by five Members.

ARTICLE 3. *Actuary.*

The Actuary shall keep correct records of all proceedings of the Board, subject at all times to the inspection of any of its Members ; he shall notify to every committee their appointment, through their Chairman, and shall transmit to him any documents relative thereto, within two days after the appointment of the committee. He shall keep a roll of the Members' names, and at every meeting note the absentees, and also those who attend later than the fixed hour

of meeting. He shall give notice of every special meeting of the Board by printed Circulars. He shall not lend any document or paper of the Board to any Member thereof, without a receipt. He shall attest all orders drawn by the Board. He shall act as agent for the Journal of the Institute, Secretary of the Standing Committees, and Librarian. He shall, in conjunction with the Curators, have charge of the Hall and all the property of the Institute. It shall also be his duty to provide a suitable person to perform the duties of Janitor to the Institute, and such other assistants as he may deem necessary in the execution of his office.

ARTICLE 4. *Curators.*

The Curators shall have charge of all the property of the Institute, except the records, papers, and books, which may be assigned to any of its officers. They shall keep regular minutes of their proceedings, and report them monthly to the Board. All bills for advertising shall be under the cognizance of the Curators, and be signed by them before receiving the signatures of the Auditors.

ARTICLE 5. *Meetings.*

The stated meetings of the Board shall be held on the evening of the third Wednesday in each month; at 8 o'clock in May, June, July, and August, and at 7½ o'clock the remainder of the year.

A fine of twelve and a-half cents shall be levied on

each Member who is absent when the roll of the Board is first called ; and an additional fine of twelve and a half cents shall be levied on each member who does not appear during the meeting.

ARTICLE 6. *Order of Business.*

The order of business at the meetings of the Board shall be as follows ; 1st. Calling the Roll. 2d. Reading the Minutes. 3rd. Reports from Standing Committees. 4th. Reports of Select Committees. 5th. New business. 6th. Calling the Roll.

ARTICLE 7. *Committees.*

I. Standing Committees shall be nominated by the Chairman, and approved by the Board, on the following subjects, viz :

1. Publications.

2. Instruction.

3. Managers of the Sinking Fund and Finance.

It shall be the duty of the Standing Committees to keep regular minutes of their proceedings, and to report them monthly to the Board.

II. All other committees shall be appointed in the following manner : the Chairman shall nominate to the Board the Chairman of the committee, who shall name a second Member, and he a third, &c., until the whole number be filled, a vote being taken upon each.

All special committees must report to the Board, in writing, at the stated meeting next succeeding their appointment ; otherwise they shall be considered as

discharged, and a new committee appointed, unless continued by the Board.

It shall be the duty of each committee, previous to their being discharged by the Board, to present bills of all expenses incurred by them, attested by their Chairman. No committee shall have power to contract any debt, unless previously authorized by the Board of Managers, and an appropriation made.

No bill shall be paid without having been first passed at a regular meeting of the committee entrusted with the object for which the expense has been incurred, and its correctness certified by the Chairman of the committee, and afterwards examined by the Auditors.

REGULATIONS

FOR THE GOVERNMENT OF

THE COMMITTEE ON INSTRUCTION.

The lectures shall commence on the second Monday evening in November, and be continued on the evenings of Monday, Wednesday, and Friday, for twenty-one weeks, including the introductory lectures. The first week to be occupied by introductory lectures, which shall be open to all who may please to attend; to the remainder, those only shall be admitted who have tickets, except strangers visiting the city, who may be admitted by a ticket from a Member of the Committee on Instruction, or by the consent of the Actuary.

Tickets of admission shall be delivered to Members and others under the following regulations, viz :

To every Member for life, and such as have paid their annual contributions for the current year.

To minors, who are the sons, daughters, wards, or apprentices of Members who have paid their annual contributions to the Institute, including the current year, on the payment of one dollar; and to those who are pupils of the Drawing School, without charge.

To gentlemen who are not members of the Institute, on the payment of Five Dollars; and to ladies for Two Dollars each for the season.

Minors who are admitted must conduct themselves in a quiet and orderly manner during their attendance at the Lectures, and on entering and leaving the room : should they behave otherwise, or disturb the class by applauding, talking, or in any other manner, or refuse to deliver their tickets to the Actuary or his assistant, when required to do so, they shall be expelled from the room, and their tickets be forfeited for the remainder of the season, unless a proper acknowledgment be made to the Committee on Instruction, who may admit them on their good behaviour, except for the second offence, when their tickets shall be forfeited without reserve.

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REGULATIONS

FOR THE GOVERNMENT OF

THE COMMITTEE ON THE LIBRARY.

I. The large room on the second floor of the Hall shall be appropriated for the purpose of a Reading Room, when not required for the meetings of the Institute.

II. The Reading Room shall be open daily, (Sundays excepted,) from 10 o'clock, A. M. to 10 o'clock, P. M.

III. No conversation shall be permitted in the Reading Room, to the interruption of the readers; but the adjoining north-east and south-east rooms may be used for that purpose, when not required for the meetings of the Board of Managers, or committees.

IV. Members shall have the privilege of introducing to the Reading Room persons who are not residents of Philadelphia, who shall then have free access to the rooms during one month. All visitors must be presented to the Actuary, and their names, occupations, and residences, be entered in a book appropriated for that purpose, with the signature of the Member by whom they were introduced.

V. The Library shall be divided into two classes; the first comprising such works, as from their rarity, value, or extent, should not be lent out, except when required by committees for the use of the Institute;

or by Members who have obtained the sanction of the committee at a regular meeting ; to this class shall be added all unbound periodicals, and such text-books as ought necessarily to be found in a library of reference. The second class shall include those books intended for circulation among the Members.

VI. The Actuary shall have authority to loan to Members of the Institute any work belonging to the second class, subject to the following regulations.

Section 1st. Every person, on borrowing a book, shall sign a conditional bond, or obligation, for the sum of FIFTY DOLLARS, as security for his due observance of the rules of the library, and for the value of such books as may be injured or lost by him.

Section 2d. No individual shall be permitted to have more than two books out at one time, without a written permission, signed by at least two members of the Library Committee, nor shall a book be kept out more than two weeks ; but if no one has applied for it, the former borrower may renew the loan : should any person have applied for it, the latter shall have the preference.

Section 3d. A fine of ten cents per week shall be exacted for the detention of every book beyond the limited time ; and if a book be not returned within three months, it shall be deemed lost, and the borrower shall, in addition to his fines, forfeit its value.

Section 4th. Should any book be returned injured, the borrower shall pay for the injury, or replace the book, as the Library Committee may direct ; and if one or more books, belonging to a set or sets, be lost,

the borrower shall pay the full value of the set or sets, and may take the remaining volumes.

VII. Any person removing from the Hall, without permission from the proper authorities, any book, newspaper, or other property in charge of the Library Committee, shall be reported to the Committee, who may inflict any fine not exceeding Twenty-five Dollars.

VIII. No member whose annual contribution for the current year shall be unpaid, or who is in arrears for fines, shall be entitled to the privileges of the Library or Reading Room.

IX. If any Member shall refuse or neglect to comply with the foregoing rules, it shall be the duty of the Actuary to report him to the Committee on the Library.

X. The Actuary shall keep a book on the table of the Reading Room, subject to the inspection of the Members, in which shall be registered the names of the donors, and of all articles presented to the Library.

XI. Books presented or deposited shall be subject to the preceding regulations, or to such special rules as may be determined by the depositor, which shall be reported to the committee, and be entered on the minutes.

XII. Any member detected in mutilating the Newspapers, Pamphlets, or Books belonging to the Institute, shall be deprived of his right of membership, and the name of the offender shall be made public.

REGULATIONS

FOR THE GOVERNMENT OF

THE COMMITTEE ON SCIENCE AND THE ARTS.

Duties of the Committee.

1. It shall be the duty of said committee to examine, either as a body or by sub-committees, all inventions that may be submitted to them, and to make a detailed descriptive report, giving their opinion with candour and impartiality on the subject submitted.

2. It shall also be the duty of that committee to institute and conduct, by sub-committees or otherwise, such scientific investigations as they may deem worthy of consideration, and to publish the results in the Journal of the Institute.

3. It shall further be the duty of that committee, by sub-committee or otherwise, to inquire into, and report upon the state of the Arts generally, or of any branch thereof, when called upon to do so, in order to disseminate useful practical information, or historical facts in relation thereto.

4. Those scientific duties in general, which devolve upon the Institution, tending to mutual instruction and the dissemination of knowledge, and which are

not specially entrusted by the Constitution to the officers of the Institute, shall be confided to the Committee on Science and the Arts.

Duties of the Chairman.

He shall take the Chair at the hour appointed; preserve order and decorum in debate, suppress all personal reflections, and confine the Members to the question under discussion. When two or more Members rise at the same time, he shall designate the one entitled to the floor.

He shall decide all questions of order: an appeal from his decision to the committee cannot be made by less than two Members. He may, however, submit questions of order to the committee for their decision.

On questions of order, there shall be no debate, except on an appeal from the decision of the Chairman, or on a reference of a question by him to the committee. On questions of order, no Member shall speak more than once, unless by leave of the committee: on other questions, a Member may speak twice, but not oftener without leave.

The Chairman shall appoint the members of all sub-committees, unless otherwise ordered. And whenever he shall ascertain that any member of a sub-committee is absent or unable, or unwilling to discharge the duties assigned to such member, the chairman is empowered, if deemed expedient, to substitute another member in his place.

Order of Business.

- 1st. Reading and approval of the Minutes of the preceding Meeting.
- 2d. Reports of Sub-Committees.
- 3d. Consideration of Reports.
- 4th. Consideration of Reports for final action upon them.
- 5th. New Business.
- 6th. Adjournment.

On Investigations.

1st. Every subject submitted to the Committee for Investigation, before it can be entertained, shall be accompanied by a written request, addressed to the committee, from the party desiring such investigation, and any article which is the subject of a patent must be accompanied with a written request from the patentee or patentees, or some person authorized by him or them, before any action can be taken upon it by the committee.

2nd. No inventor, or other person, interested in the issue of an investigation, shall be present when the merits of the subject, or of the invention which he represents shall be under discussion, except at the special invitation of the sub-committee charged with the investigation; but after the report of the sub-committee has been prepared, he may examine it, on application to the Actuary, and may make any explanations or objections, in writing, addressed to the Chairman of the general committee, provided such expla-

nations or objections shall be submitted within one month after the report of the sub-committee shall have been read before a stated meeting of the general committee.

No subject or invention can be withdrawn, after it has been assigned to a sub-committee for investigation, without the consent of the general committee.

3rd. The reports of all sub-committees may be discussed at the same meeting at which they are presented, but shall be laid over for final action until the next stated meeting of the general committee, except when a written request is preferred by the parties interested, they may be taken up on the vote of three-fourths of the Members present, and finally disposed of.

4th. After a report has been finally acted on in the general committee, it shall not be re-considered except by a vote of two-thirds of the Members present; and a motion for reconsideration must be made at least one stated meeting prior to its being acted on, by a Member who voted with the majority on the final disposition of such report. Notice of such intended motion of re-consideration to be given in writing to the Actuary, within three days after the adoption of the report which it is proposed to re-consider.

5th. Sub-committees in preparing their reports, shall accompany them with drawings or diagrams, whenever they will serve to illustrate the subject of their reports; and they shall be authorized, whenever they shall think it necessary, to require from inventors, or other persons interested in the investigation, to furnish such drawing or diagram as a condition of their making such investigation and report.

Reports on all subjects must be signed by a majority of the sub-committee charged with the subject. No report can be published which has not been finally acted upon by the general committee. When a report is ordered to be published, it shall be signed only by the Actuary.

6th. Sub-committees, or members of sub-committees, neglecting to attend to the duties assigned them within one month after their appointment, shall be discharged, unless satisfactory excuse shall be given to the general committee.

7th. It shall be the duty of the Actuary to furnish to each inventor a copy of the report of the general committee within ten days after such report shall have been finally adopted.

8th. When any sub-committee deem the invention upon which they report worthy an award of the Scott's legacy premium and medal, they shall append to their report a recommendation to that effect.

9th. Every inventor or other person who may submit a subject to the committee for investigation, shall be furnished by the Actuary with a copy of the circular and rules relating to the Scott's legacy premium, and the rules and regulations of the committee governing all investigations.

10th. No report shall be made on any invention or discovery, the process or ingredients of which are not made known to the Committee, unless otherwise ordered by a vote of three-fourths of the members present.

Scott's Legacy Premium.

The award of the premiums authorized by the legacy of John Scott to the city of Philadelphia, having been vested by the Select and Common Councils of the city, in the Franklin Institute of the State of Pennsylvania for the promotion of the Mechanic Arts, the following particulars are published for the information of the ingenious throughout the United States :

John Scott, chemist, late of Edinburgh, by his will, made in the year 1816, bequeathed the sum of four thousand dollars in the funded three per cent. stock of the United States, to the corporation of the city of Philadelphia, directing that the interest and dividend to become receivable thereon, should be laid out in premiums, to be distributed among ingenious men and women, who make useful inventions, but no such premium to exceed twenty dollars, and that therewith shall be given a copper medal, with this inscription : "To the most deserving."

The Select and Common Councils, by an ordinance, passed Feb. 27, 1834, vested the award of the aforesaid premiums and medals in the Franklin Institute of the State of Pennsylvania for the promotion of the Mechanic Arts ; and by the Managers of the Franklin Institute, the duty of examining inventions and improvements, and of recommending the award of medals and premiums, has been devolved upon the Committee on Science and the Arts.

The committee have adopted the following rules in regard to recommendations of the award of premiums or medals by them.

1st. A recommendation for the award of a premium must be made by the Committee on Science and the Arts, on a report of a sub-committee, who shall have been appointed to examine such invention.

2nd. All inventions shall be accompanied by a certificate, by the inventor, of the originality of the invention or improvement submitted.

3rd. The invention or improvement shall be accompanied by a clear description of the same, together with drawings, or a model—such description and drawings or model to become the property of the Franklin Institute.

4th. When the invention is a composition of matter, specimens of the ingredients and of the compound sufficient for the purpose of experiments, and to preserve in the cabinet of the Franklin Institute, shall be furnished by the inventor.

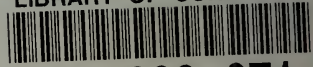
5th. All applications for the Scott's legacy medals and premiums must be made to the Actuary of the Institute, by whom the applications and accompanying descriptions, drawings, &c., shall be laid before the Committee on Science and the Arts, and by whom all publications ordered by said committee in relation to said premiums, &c., shall be made.

6th. Whenever an invention or improvement shall have been decided by the Committee on Science and the Arts, to be worthy of a medal and premium, publication shall be made that said premium or medal will be awarded after the expiration of three months

from the date of the decision by the committee, unless in the meantime satisfactory evidence shall have been submitted of the want of originality of the supposed invention or improvement.

Jan 10, 1857.

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